

**GEORGIA STATE BOARD OF  
NURSING HOME ADMINISTRATORS  
MINUTES  
March 10, 2011**

The Georgia State Board of Nursing Home Administrators held a conference call meeting on Thursday, March 10, 2011 at 237 Coliseum Drive, Macon, Georgia 31217.

**Members Present:**

Barbara Baxter, President  
Terrell Cook, Vice President  
Norma Jean Morgan  
Christi Card  
Dr. Maranah Sauter  
Philip Stone  
Pamela Griffin, Consumer Member  
Scott Kroell  
Carol Robinson

**Board Members Absent:**

Maxine McCullar  
W. Dennis Taylor, Jr., M.D.

**Others Present:**

Brig Zimmerman, Executive Director  
Scarlett Shell, Assistant Attorney General  
Serena Gadson, Licensure Supervisor  
Amanda Allen, Board Support Specialist

Ms. Baxter, Board President, established that a quorum was present and called the conference call meeting to order at 9:00 a.m.

**Agenda:**

Approved as with late agenda items added

**Minutes:**

**Ms. Morgan motioned, Mr. Cook seconded, and the Board voted to approve the minutes from the following meeting as amended. None opposed, motion carried.**

- December 09, 2010

**Board Chair Report:**

Ms. Baxter, Chair, notified the Board that she had taken part in the AIT Preceptor Training Program hosted by Mr. Joe Townsend. Ms. Baxter reviewed the Board's rules/law with those in attendance.

**Executive Director's Report:**

1. Mr. Zimmerman notified the Board that 11 out of 13 positions on the Board have been filled.

**Ms. Morgan motioned, Mr. Cook seconded, and the Board voted to accept the Executive Director's report as presented. None opposed, motion carried.**

**Correspondences:**

Correspondences received between scheduled Board meetings were reviewed.

- Hubert Paul Jr. and Carol Ann Claxton

**Mr. Kroell motioned, Dr. Sauter seconded, and the Board voted to allow the administrative staff to respond to all correspondences presented to the Board as directed. None opposed, motion carried.**

**Board Rule:**

Rule 393-12-.02 Change from Inactive to Active

**Dr. Sauter motioned, Ms. Card seconded, and the Board voted to post the amendments to Rule 393-12-.02 Change from Inactive to Active for the 30-day minimum requirement upon the receipt of the memo of authority from Scarlett Elliott, AAG. None opposed, motion carried.**

**Petition for Waiver/Variance Request:**

George B. Lockhart, NHA000487-Board Rule 393-12-.02(c) Change from Inactive to Active Status

**Mr. Kroell motioned, Mr. Cook seconded, and the Board voted to grant the waiver request. None opposed, motion carried.**

**Executive Session**

**Mr. Cook motioned, Dr. Sauter seconded, and the Board voted to enter into Executive Session in accordance with O. C. G. A. §43-1-2(k) (1) (2), § 50-14-2 (1), and 43-1-19(h) (2) &(4), to deliberate on applications, complaints, and to receive the Assistant Attorney General's, and Cognizant reports. Voting in favor of the motion were Baxter, Cook, Morgan, Card, Sauter, Stone, Griffin, Kroell, and Robinson.**

**CREDENTIALS COMMITTEE -APPLICATIONS:**

**Mr. Cook motioned, Mr. Kroell seconded, and the Board voted to take the following action on requests for licensure as Administrators in Training; reviewed by the credentialing committee on February 09, 2011. None opposed, motion carried.**

**APPLICANTS FOR LICENSURE AS AN ADMINISTRATOR IN TRAINING**

- |                       |                                   |
|-----------------------|-----------------------------------|
| 1. M.B.               | Pending; additional documentation |
| 2. Dollander, Michael | Approved for licensure            |

**Mr. Cook motioned, Mr. Kroell seconded, and the Board voted to take the following action on requests for licensure by Endorsement; reviewed by the credentialing committee on February 09, 2011. None opposed, motion carried.**

**APPLICANTS FOR LICENSURE BY ENDORSEMENT**

- |                      |                                   |
|----------------------|-----------------------------------|
| 1. Barron, James     | Approved for licensure            |
| 2. A.E.              | Pending; additional documentation |
| 3. Keenan, Joseph    | Approved for licensure            |
| 4. Sardelli, Lindsay | Approved for licensure            |

**Mr. Cook motioned, Mr. Kroell seconded, and the Board voted to take the following action on requests for licensure by Reinstatement; reviewed by the credentialing committee on February 09, 2011. None opposed, motion carried.**

**APPLICANTS FOR LICENSURE BY REINSTATEMENT**

- |                      |  |
|----------------------|--|
| 1. D.B.              | Denied; disciplinary action with state of NC |
| 2. Martin, Elizabeth | Approved for licensure                       |

**March 10, 2011 Applications Reviewed**

**Mr. Cook motioned, Mr. Kroell seconded, and the Board voted to take the following action on requests for licensure as Preceptors. None opposed, motion carried.**

**APPLICANTS FOR LICENSURE AS A LICENSED PRECEPTOR**

- |                |  |
|----------------|--|
| 1. L.K.A.      | Denied; disciplinary history with Board    |
| 2. P.F.        | Denied; lacks required experience as a NHA |
| 3. Rayner, Ann | Approved for licensure                     |
| 4. G.S.        | Pending; additional documentation needed   |

**Mr. Cook motioned, Mr. Kroell seconded, and the Board voted to take the following action on requests for licensure as Administrators in Training. None opposed, motion carried.**

**APPLICANTS FOR LICENSURE AS AN ADMINISTRATOR IN TRAINING**

- |                        |   |
|------------------------|---|
| 5. Alabi, Ibidunni     | Approved for licensure  |
| 6. Fuller, Christopher | Approved for licensure  |
| 7. R.F.                | Denied; applicant must complete 500 hrs AIT program                       |
| 8. A.I.                | Approved Pending; passing of NAB exam; exempt from AIT program            |
| 9. Lifsey, Sherry      | Approved for licensure  |
| 10. McDowell, Tangel   | Approved for licensure  |
| 11. Mitzner, Kevin     | Approved for licensure  |
| 12. Orne, David        | Approved for licensure  |
| 13. Shayo, Julius      | Approved for licensure  |
| 14. J.S.               | Denied; insufficient documentation; must complete AIT program in Georgia. |
| 15. Souter, James      | Approve for licensure   |
| 16. Tilstra, Lorraine  | Approved for licensure  |

**Mr. Cook motioned, Mr. Kroell seconded, and the Board voted to take the following action on requests for licensure as Approved AIT Sites. None opposed, motion carried.**

**APPLICATIONS FOR LICENSURE AS AN APPROVED TRAINING SITES:**

- |                                      |                                   |
|--------------------------------------|-----------------------------------|
| 1. Lendbrook Square Foundation, Inc. | Approved for licensure            |
| 2. Magnolia Manor of Columbus, West  | Approved for licensure            |
| 3. Parkwood Living Center            | Pending; additional documentation |
| 4. Wesbury Health & Rehab of Conyers | Approved for licensure            |

**Mr. Cook motioned, Mr. Kroell seconded, and the Board voted to take the following action on requests for licensure by Endorsement. None opposed, motion carried.**

#### **APPLICANTS FOR LICENSURE BY ENDORSEMENT**

- |                          |  |
|--------------------------|--|
| 1. E.A.                  | Approved Pending; additional documentation   |
| 2. D.C.                  | Pending; additional documentation            |
| 3. A.E.                  | Issue under consent agreement with fine      |
| 4. Hamm, Sue             | Approved for licensure                       |
| 5. Hellenbrand, Danielle | Approved for licensure                       |
| 6. Henderson, Mark       | Approved for licensure                       |
| 7. Keenan, Joseph        | Approved for licensure                       |
| 8. Ledlow, Janet         | Approved for licensure                       |
| 9. V.M.                  | Denied; disciplinary action with state of VA |
| 10. Stites, Alan         | Approved for licensure                       |

**Mr. Cook motioned, Mr. Kroell seconded, and the Board voted to take the following action on requests for licensure by Reinstatement. None opposed, motion carried.**

#### **APPLICANTS FOR LICENSURE BY REINSTATEMENT**

- |                     |   |
|---------------------|---|
| 1. D.B.             | Denial stands; disciplinary action with state of NC |
| 2. Cromer, Melissa  | Approved for licensure                              |
| 3. Eitel, Douglas   | Approved for licensure                              |
| 4. Lockhart, George | Approved for licensure                              |
| 5. D.P.             | Approved Pending; additional documentation          |

**Mr. Cook motioned, Mr. Kroell seconded, and the Board voted to accept the recommendations on the AIT monthly reports as presented. None opposed, motion carried.**

#### **ADMINISTRATOR IN TRAINING - MONTHLY REPORTS**

- |                       |   |
|-----------------------|---|
| 1. Barfield, Tresa    | Approved Reports                                      |
| 2. Brown, Myrtis      | Approved Reports                                      |
| 3. Chambers, Charity  | Approved Reports                                      |
| 4. Fussell, Susan     | Approved Reports                                      |
| 5. Goodrum, Tomorrow  | Approved Reports; extension granted                   |
| 6. Hale, Amy          | Approved Reports                                      |
| 7. Hamilton, Kimberle | Disapproved Reports; must reapply for new AIT license |
| 8. Herndon, Karen     | Approved Reports; extension granted                   |
| 9. Huff, Melinda      | Approved Reports                                      |
| 10. Jeffers, Holly    | Approved Reports                                      |
| 11. Jones, Angela     | Denied request; must reapply for new AIT license      |
| 12. Lovett, Yvonne    | Approved Reports                                      |
| 13. Luke, Floyd       | Approved Reports                                      |
| 14. Marcus, Theodore  | Approved Reports                                      |
| 15. Martin, Emma      | Approved Reports                                      |
| 16. Massengale, Trina | Approved Reports                                      |
| 17. Perry, Melissa    | Partial Approved Reports                              |
| 18. Spiers, Algenus   | Approved Reports                                      |
| 19. Stone, Dianne     | Approved Reports                                      |
| 20. Thomas, Muriel    | Approved Reports                                      |
| 21. Tolbert, Matthew  | Approved Reports                                      |



Ms. Scarlett Shell, Assistant Attorney General provided a status report to the Board, which included information on any cases referred for action, requests for advice and/or requests for authority for proposed rules.

**E.K.-Ms. Morgan motioned, Mr. Kroell seconded, and the Board voted to accept the signed public consent order. In addition, the Board voted to allow Mr. Zimmerman, Executive Director to sign the order in lieu of the chair. None opposed, motion carried.**

**Mr. Cook motioned, Ms. Card seconded, and the Board voted to approve the Assistant Attorney General's report as presented. None opposed, motion carried.**

**With no additional business to be discussed, Ms. Card motioned, Dr. Sauter seconded, and the Board adjourned the conference call meeting at 10:49 a.m.**

**Minutes recorded by:**

Amanda M. Allen, Board Secretary

**Minutes reviewed and edited by:**

Brig Zimmerman, Executive Director

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Barbara Baxter, President

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Brig Zimmerman, Executive Director

These minutes were signed and approved on June 09, 2011.